

TIMBERLAND REGIONAL LIBRARY
BOARD OF TRUSTEES MEETING
Service Center, 415 Airdustrial Way S.W., Olympia, WA 98501

January 28, 1998

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MINUTES

BOARD MEMBERS PRESENT: Carolyn Dobbs, President; Art Blauvelt; Jean Davies; Amory Peck

BOARD MEMBERS ABSENT: Bill Lawrence; Peggy Meyer; Janelle Williams

STAFF PRESENT: Liane Bascou; Jinny Burns; Margaret Epting; Thelma Kruse; Tina Roose; Reverda Russell; Carol Saynisch; Kitty Schiltz; Mary Strohl; Leslie Taggesell; Rosanne Thompson; Barbara Winfree

President Dobbs called the meeting to order at 7:08 p.m.

AGENDA ITEM

NO.

- 1 Introductions were made.
- 2 Correspondence and Public Comments

A. Public Comments

There were no public comments.

B. Board Comments

Mr. Blauvelt reported he attended a Sunday afternoon book talk at the Aberdeen library. He is looking forward to a book talk he is doing this week in which he plans to use a multi-media approach. Ms. Peck said she attended the dedication of the stone carving outside the Tenino library. Ms. Davies attended the first Poets in Person presentation by Lorrie Kovell and Joanne Clarkson at the Aberdeen Library and looks forward to attending more. Ms. Dobbs mentioned an article she read in *Alki* regarding an experiment to set up relationships between Seattle Public Library and colleges in the Seattle area which allows people to get college credits. She sees a potential for this kind of arrangement in the TRL area, particularly because of the geographic arrangement of the district.

C. Correspondence

The board acknowledged the January 10, 1998 letter from Susan Kroll, Secretary of the Friends of the Ilwaco and Ocean Park Libraries expressing appreciation for the additional hours of operation. Ms. Peck submitted a copy of her letter to Thurston County Commissioner Dick Nichols announcing her need to resign from the TRL Board of Trustees effective August 31, 1998, due to her retirement and move to Bellingham. Ms. Dobbs accepted the letter with regrets on behalf of the board and staff.

- 3 Approval of Minutes

98-02

ART BLAUVELT MOVED TO APPROVE THE MINUTES OF THE TRL BOARD OF TRUSTEES REGULAR MEETING OF DECEMBER 17, 1997, AS DISTRIBUTED; AMORY PECK SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

4 Unfinished Business

A. Non-Resident Borrower Fee for 1998

TRL received a notice from the Thurston County Assessor's office that the valuation was incorrect. Therefore, the board has to adopt a new levy rate. Since the non-resident borrower fee is tied into the levy rate, it is not possible to set the non-resident borrower fee for 1998 at this time. The board will need to schedule another special meeting to adopt a revised levy rate at which meeting the board can also establish the non-resident borrower fee for 1998. The board agreed to schedule a special meeting on Saturday, January 31, at 9:30 a.m., at the Service Center.

B. Dave Dressel's proposal for the Olympia Library

At the Board's December 17, 1997 meeting, Carolyn Dobbs distributed to the board members copies of Dave Dressel's proposal for the Olympia Library. Ms. Dobbs requested the board be prepared to discuss the proposal at the February 25, 1998 meeting.

5 New Business

There was no new business.

6 Reports

A. Foundation

The Timberland Regional Library Foundation held its first meeting on January 24, 1998. Officers were elected as follows: Janelle Williams, President; John Inverso, Vice-President; Helen Hepp, Secretary; Martin Reynoso, Treasurer. The foundation board also scheduled meetings on March 23, May 30, and July 11. Mr. Blauvelt attended the morning session and reviewed the foundation's Bylaws, Articles of Incorporation and Agreement between the foundation and TRL.

B. Outreach

Rosanne Thompson reported on TRL's expansion of its outreach efforts to children. She described the four outreach programs. Timberland Talks is a monthly column about story programs for child care providers and organizations that work with child care providers. Several youth services staff take turns writing the columns. Connect Children and Books was seeded by a TCI grant and cycles boxes of books to various sites including apartment complexes and community centers. With additional funds, staff have emphasized bilingual materials in those areas with Spanish and Asian populations. In the next two years staff will be focusing on easy to read materials since they are dealing with more literacy sites. WeeConnect is a training program for child care providers to learn how to do story programs and about the resources in the library. In partnership with the Child Care Action Council, we received an AmeriCorps grant which provides for AmeriCorps worker Stacy LaMell to go onsite to daycare providers and train them to do programs. Ms. LaMell has been requested to train other AmeriCorps workers in the elementary schools on how to do programs. These AmeriCorps workers are at our Connect sites also. A TESC student did a class project regarding homeless sites and whether or not they have books on site. Volunteers were trained but the project really never got off the ground. Since we are now in the Action Council network, Stacy LaMell is doing weekly story programs at several homeless shelters. Ms.

- 6B Dobbs suggested that the youth services staff consider getting information on this program out to other associations and receive some national publicity.

C. Director

Payroll and payroll related vouchers for December 1997 amounted to \$606,868.92.

98-03


ART BLAUVELT MOVED TO APPROVE VOUCHERS NO. 52210 THROUGH NO. 52499 FOR JANUARY 1998 IN THE AMOUNT OF \$567,096.53; JEAN DAVIES SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

The December 1997 Revenues and Expenditures report was presented. This year-end report indicates expenditures were 95% of the budgeted amount and revenues were higher than anticipated which allows us to increase our capital reserves for capital projects and set aside additional funds for replacement of the automated system. TRL was recently audited by the Public Employees Retirement System (PERS). The purpose of the audit was to make sure we are taking out the correct amount and that we are including all employees eligible for PERS. When we receive the final audit report, Ms. Kruse will share the report with the board.

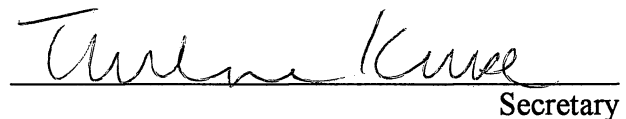
Legislative Update: Ms. Kruse is a member of the Legislative planning Committee for the Washington Library Association. Libraries are most concerned with SB6151 which would take away the property tax base and require libraries to go to the state for funding on a yearly basis. Ms. Kruse met with Sen. Dan Swecker, the sponsor of the bill, and he told her he wants to send a message to libraries to be more accountable. There is still the mistaken impression among several people that libraries get whatever is left on the table rather than libraries being limited to 50 cents per \$1,000 of assessed valuation. Ms. Kruse advised Sen. Swecker of TRL's programs, increased hours and the agonizing process the TRL Board went through in adopting a substantial needs budget above the 1.9% rate of inflation. Ms. Dobbs has agreed to testify if hearings are scheduled on this bill. A side issue to this bill which Sen. Swecker mentioned is the fact that library trustees are not elected. Mr. Duncan has prepared a brief on the disadvantages of elected trustees in the event this issue comes up in the legislature. SB6247 is a bill which makes it illegal to noticeably display sexually explicit materials on a viewing screen. Libraries are anticipating that we will once again see a harmful to minors bill in this legislative session. Library Legislative Day is scheduled February 17. Ms. Sebbas reported on the Services & Facilities Plan in which staff are identifying standards in the district (distance between libraries in rural and urban areas), reviewing adult services, youth services, and borrower services and how we integrate technology and outreach. Members of the communities and other organizations (schools, neighborhood centers, Native American groups) will also be asked to be involved in this plan. Ms. Kruse added that we want to be sure that we are providing library services to everyone in the district and to make access to library services as equal as possible. She requested up to three TRL Board members to also help in this project. Art Blauvelt and Carolyn Dobbs volunteered. Building Projects: TRL is working with the city on the Ilwaco library remodeling. Ms. Strohl said a timeline has been established on the Lacey library remodeling. John Neff, who was project manager when the Lacey library was built, will act as project manager on the remodel project. He will work with TRL's space planner Mark Nelson and Gwen Culp, Automated Systems Manager, on the design before this goes out to bid in March. The contractor will be selected early in April with April and May set aside for doing the work. Ms. Strohl anticipates the library will be closed 3 to 4 weeks. A lot of publicity and planning will be required because of the impact this project will cause on other libraries. The City of Lacey will do the accounting on the project and will invoice the other partners as bills come in. The remodel includes new carpeting, covered courier delivery area, better staff work area, wiring upgrade for new technology, more shelves, more seating and computers, new young adult area, and better

- 6C lighting. The new North Mason Library is almost completed. There is concern that the shelving will be delayed. There is some controversy over the materials used for the interior ceiling and staff are working on resolving that issue. *American Libraries* will be featuring the new North Mason library in its April issue. Ms. Strohl said there is still hope for the community development block grant for a new Yelm library. We did not meet one of the requirements of the grant which required a certain percentage of low to moderate income service population. We have since received a commitment from the community youth services organization, whose clientele is 95% low to moderate income, to staff a section of the library 40 hours a week. The TRL Staff Association has approved the 1998-2000 contract; the TRL Board approved the contract last month. Ms. Taggesell reported that Lewis County Extension received a grant to service the Tenino and Bucoda areas. Part of the grant provides computers and the library seemed the logical place to house the computers. People will receive three training sessions on the computers and they will in turn be required to give back to the community 30 hours of service to help other people use the computers. There has been so much interest, that three more training sessions will be scheduled this summer. Ms. Taggesell also reported on the sandstone carving of a book at the Tenino library donated by the city and carved by a local artist who was hired by the Tenino Friends of the Library. Patrons were invited to submit quotes for the carving. The Friends Forum is scheduled on March 28 at Montesano. Ms. Roose reported on her attendance at the ALA Mid-Winter Conference. She talked to several vendors and followed up with Dynix on giving a presentation to the TRL Board. Ms. Kruse attended the Directors' Retreat last week. At this time of the year the library directors spend a great deal of time discussing legislation. They also discussed a statewide plan for negotiating contracts with vendors. The directors were interested in hearing about TRL's space planning. The November and December 1997 Statistics were presented. Ms. Dobbs said she attended a training session on Windows 95 and Word at the Service Center last week. She commended Barb Durney for the quality of the training. Ms. Kruse said Ms. Durney also provides training in Excel, PowerPoint and Publisher and invited other board members to take the training. Ms. Davies said she is sorry to hear that Ms. Peck is leaving the board and said she has enjoyed working with her. Ms. Peck said she will stay through August unless the Thurston County Commissioners find a replacement sooner than that.

There was no further business and the meeting adjourned at 8:54 p.m.



President



Secretary